

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION NOTES**  
**April 2, 2019**

The work session was called to order by Chairman William Weimer at 6:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

William Weimer, Anthony Lamantia, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

**Board Members absent:**

None

**Staff present:**

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Tomas Keane, Director of Codes & Zoning and Meredith Thompson, Assistant Business Manager

**Staff absent:**

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

## 1. Nepotism Policy

Solicitor Armstrong reviewed the two draft policies that he provided the Board with for review stating that one is a policy regarding relatives of the Supervisors and the other is regarding relatives of Supervisors or Township Employees. Ms. Ruiz-Smith stated that she read both policies and is in favor of the blanket policy which would state that the Township could not hire relatives of any Supervisor or employee that is working for the Township stating that this policy would cover all our bases. Mr. Lamantia agreed with Ms. Ruiz-Smith stating that the blanket policy is the policy he would like to see in place. Ms. Kelly stated that she believes that the policy should be more geared to the Board of Supervisors as they are the ones that do the hiring and firing of Township employees. Ms. Colgan stated that she agrees that Township needs a policy stating that this is a small town and a lot of people are related. Discussion ensued regarding what positions aside from the Board of Supervisors would be considered supervisory positions. Ms. Ruiz-Smith stated that the next Board majority that does not like the policy could change it should they choose.

- **Discussion:** P. Williams stated that you should not penalize a potential good employee because they are related to someone. Mr. Weimer agreed to a point saying that if they are related to the Board then the Supervisor that is related could step down. Mr. Weimer stated that a lot of people are hired because of word of mouth referrals which to him go along way when hiring an employee. The Board asked that Solicitor Armstrong determine the difference between an employee with supervisory capacity and the Board of Supervisors. Solicitor Armstrong stated he will provide a draft to the Board for the next meeting which should address the concerns.

## 2. Mutual Aid Agreement

Mr. Weimer stated that we received mutual aid documents from Pocono Township and stated that these agreements were popular years ago stating that the state had a blanket agreement that went into effect for emergency responders to respond to other Municipalities. Mr. Weimer stated that Pocono Township provided agreements for Fire, EMS, Police and DPW.

- **Discussion:** Solicitor Armstrong stated that we are regional police and EMS and that we would not be able to enter an agreement on either of those. The agreement for the fire company would need to also have the fire company as a party to the agreement. Solicitor Armstrong stated that the only agreement that the Board could engage in if they chose to would be for Mutual Aid of the DPW. Mr. Weimer stated that if there is still the state level blanket agreement in place then we would not

consider the provided agreements. Solicitor Armstrong stated that the DPW agreement is appropriate and stated that he would have comments on it if the Board wanted to consider it. Ms. Ruiz-Smith asked why these documents are even being presented after all of these years with Mr. Weimer stating someone was probably looking through the files and thought they needed to be updated. Ms. Kelly stated that the Board could have Ms. Mills contact Pocono Township to request more information on the agreements.

### 3. Other Business

- P. Kelley of Waste Not Technologies asked the Board if they would be interested in receiving a presentation from Closed Loop Partners which is a company that assists with the recycling efforts of area Townships and communities. They have corporate investors that donate money every year and they are able to loan that money to others that are looking to start offering recycling as they are always looking to increase their recycling efforts. P. Kelley stated that if the Township is interested they would come and make a presentation at a future meeting.
  - **Discussion:** Mr. Weimer stated that we used to have recycling through the Monroe County Waste Management until the blue bins were removed stating that we still collect items during the week including white goods, tires and electronics. P. Kelley stated that this company also deals with household recyclables. Ms. Kelly asked if they have ever approached DES stating that they may be interested in the services that they are providing as they have the equipment and may look to do a partnership with them. Ms. Kelly asked if they have any literature that they could provide us with, being advised that he is unsure. Mr. Weimer asked that the company information be provided to Ms. Masker.
- V. Massaro stated that the blue bins in Scotrun are now gated and open during business hours with a worker that is monitoring what is being dropped off to be sure that they are all accepted items.
- P. Williams stated that there is a recycling center in East Stroudsburg stating that if you are not a resident they will not accept your items.
- M. Belcastro asked the Board if there is anything they can do about a property located next to her house on Belgravia which is an abandoned property stating that she has lived here for years and received her reassessment value stating that she is losing a lot of money due to the drop in her property value. Mr. Weimer asked that Mr. Keane go out and check the property to see if there are any violations. Mr. Weimer suggested that she speak with the HOA as they have bylaws that may assist with resolving this issue and was advised that Mr. Zito sent her to the Board of Supervisors meeting.
- B. Heverin stated that Arrowhead has a recycling program and that they are still saving and making money on the program suggesting that the Township reach out to the general manager and maybe he could provide the Township with information.

### 4. Public Input

Nothing was heard.

Work Session ended at 6:56pm.